

MINUTES
of
SHAUGH PRIOR PARISH COUNCIL
Meeting
Held on
Wednesday 4th June 2025
at
Shaugh Prior Recreation Hall

Present: Chairman Cllr Spencer
Cllrs Sims, Mrs Burkill, Mrs Boulting, Mrs Chater, Mrs Proctor,
Mrs Francis-McLeod and Mrs Tyler

County Cllr Carson, District Cllr Smerdon (DNPA Rep)

2 Members of the public

Apologies: Cllr Stone
Marica Lyndon (Tungsten West)

Minute Number		Action
74/25	<p>Open Forum</p> <p>As Vice-Chair of the PC, Cllr Spencer opened the meeting and wished to express his good wishes to Cllr Stone who was currently unwell and wished him a speedy recovery. This sentiment was echoed by all Cllrs and it was agreed that the Clerk would drop Cllr Stone an email to such an effect.</p> <p>Local resident Mr Clewer confirmed that Devon and Cornwall Police were not intending to take any action against the photographer taking images of bikers using the B3417 (as highlighted at the May PC meeting). Mr Clewer also mentioned the next meeting of Devons Highway and Traffic Orders Committee (HATOC) on the 8th July 2025 where the B3417 will be on the agenda and was surprised that the previous County Cllr had never referred to such when discussing matters relating to the B3417. It was noted that there had been an escalation in incidents of late between bikers and horse riders and this in-turn, had led to a greater recent police presence which has reduced some of the numbers of bikers using the road. More Police intervention was planned over the coming months.</p> <p>It was very much hoped that a reduction in the speed limit to 40mph (and introduction of double yellow lines at key locations), will be</p>	Clerk

	<p>agreed at the next HATOC meeting. Finally, it was highlighted that a meeting had been arranged for the 23rd July which will be chaired by Rebecca Smith MP and will involve a number of parties including Devon and Cornwall Police, DCC Highways and representatives from both Sparkwell and Shaugh Prior PC's.</p> <p>In her absence, Marica Lyndon of Tungsten West kindly provided a report relating to Hemerdon Mine which was circulated to Cllrs prior to the meeting. This also included a dust monitoring report.</p>	
75/25	<p>Declarations of Interest</p> <p>No declarations had been received by the Clerk.</p>	
76/25	<p>Police Report</p> <p>The Clerk read out a report provided by PC Oliver Bell which was as follows:</p> <p>There were no crime occurrences in May. Call logs received were as follows:</p> <p>01/05/25 – Sheepstor – A report of cows in the road, appeared to resolve itself. 13/05/25 – Lee Moor – Missing person, located in the same day. 25/05/25 – Lee Moor – Road related, 2 x reports of suspected drink drivers following a music festival. Police attended and conducted patrols in the area at the time. 27/05/25 – Cadover Bridge – Dog on dog bite. Dealt with through the appropriate channels.</p> <p>PC Tungate has some work planned for the B3417 and reports of anti-social vehicle use.</p>	
77/25	<p>County and District Councillor Reports</p> <p>County Cllr Carson kindly provided the Clerk with a report which was as follows:</p> <p>LGR - The three County Council Divisions affected by LGR proposals from PCC are meeting on the 13th June. There is a 13 Parish lead meeting in Yealmpton on the 16th with your District and County Councillors invited. I believe there is a further meeting for Parishes with the new leader of SHDC Cllr Dan Thomas at Follaton House Totnes on the 18th June.</p> <p>In the month of May I have been involved with the B3417, with its impact on the parish. I observed the activities on a dry Sunday afternoon with a local resident where a display of antisocial racing was occurring.</p> <p>I have a visit to Hemerdon Mine arranged with Tungsten West and the DCC Planner on 11th June. I have a meeting with DCC officers to be briefed on the position of the road and the mine.</p> <p>Our MP Rebecca Smith has called a meeting on the 23rd July to</p>	

78/25	<p>discuss road safety on the B3417 with SPPC, local residents, and DCC.</p> <p>In the absence of Cllr Oram there was no District Cllr Report. It was noted by Cllrs that it had been a number of months since Cllr Oram had attended one of our PC meetings and it was therefore agreed by Cllrs that the Clerk drop him a line to check-in on his welfare.</p> <p>DNPA Report</p> <p>Cllr Smerdon provided the following report:</p> <p>Audit and Governance At the Audit and Governance Committee meeting last Friday Members reviewed performance for 2024/25 (financial out-turn, performance indicators and progress against the business plan key actions). They asked that their thanks be conveyed to all staff for all that has been achieved.</p> <p>Supreme Court Judgement The Supreme Court judgment in favour of DNP in the backpack camping issue generated a lot of publicity, the vast majority of which was positive. Feedback has come from all parts of the UK and overseas – we have even received a letter from someone living in the Caribbean thanking us for securing the right to backpack camp on Dartmoor! The review of Dartmoor National Park Byelaws, which triggered this case, is now able to proceed in light of the positive judgement.</p> <p>Changes To Authority Membership We have four new Members joining the Authority as a result of the Devon County Council elections. The new Members are highlighted in bold below.</p> <p>The County Council appointees are: Stuart Rogers – Ashburton & Buckfastleigh Sally Morgan – Bovey Rural (was previously a Teignbridge District Council appointee to the Authority) Richard Keeling - Chudleigh & Teign Valley Dan Thomas (re-appointed) - South Brent & Yealmpton Michael Fife Cook – Yelverton Rural</p> <p>Jack Major – Ashburton and Buckfastleigh</p> <p>South Hams District Council have appointed: Guy Pannell – South Brent</p> <p>We received official confirmation of National Park Grant for 2025/26 last week but have yet to receive any grant from Defra for 2025/26.</p>	Clerk
79/25	<p>Minutes of the Meeting held on Wednesday 7th May 2025 (AGM)</p> <p>All Cllrs agreed that they had received a draft copy of the minutes of</p>	

80/25	the May meeting (AGM) and that they were an accurate reflection of the minutes of that meeting. Proposed by Cllr Mrs Chater and seconded by Cllr Mrs Proctor. Resolved by Cllrs to agree the draft minutes of the May PC meeting.	
8/25(a)	<p>Matters Arising</p> <p>Highway Matters</p> <p>The Clerk referred to concerns that had been raised with him by the Beacon Medical Group regarding access to Wotter Surgery for both staff and patients whilst the re-surfacing works take place later this week by DCC (5th-9th June). He had raised this matter with DCC Highways who confirmed that the road would be surface-dressed in sections and therefore every effort will be made to ensure that access is maintained (although this may then involve a detour). It was also noted that consideration should also be given to access by school buses. It was also commented by several Cllrs that these works don't include the much needed carriageway re-construction works needed on the B3417 on the bend near Herreschoff Kilns.</p> <p>The Clerk also mentioned the meeting that had been arranged with Rebecca Smith MP on the 23rd July 2025 to discuss the issues relating to the use of the B3417.</p>	
8/25(b)	<p>Shaugh Prior Community Fund</p> <p>No applications for grant funding received this month.</p>	
8/25(c)	<p>Tribute to Cllr Norman</p> <p>The Clerk confirmed that he had now heard back from Peter Davies of the National Trust who had confirmed that the timber for the bench had now been sourced and was hopeful that it would be installed sometime during the week beginning the 16th June 2025.</p>	
8/25(d)	<p>Wotter Play Area Improvements Working Group</p> <p>The Clerk confirmed that he had chased Rhino Play with regard to swapping-out the seats on the new swing unit and the repairs to the damaged areas of safety surfacing and was awaiting a response from them. It was also noted that the insurance safety inspection was due to take place the week beginning 16th June 2025. Once this inspection had taken place (along with the replacement of the fencing panels) then we could consider a more formal opening.</p> <p>Cllr Mrs Tyler mentioned a complaint she received regarding trailers parked in front of the path to the play area which can restrict access to it. It was noted that the PC have no control over the use of the area outside the play area and this is therefore a matter for the landowner (subject to such trailers not preventing access altogether). The Clerk agreed to raise this matter with the Newnham Estate (landowners). It was noted that it was good to see the reports on social media of people enjoying using the new play equipment at Wotter Play Area.</p>	<p>Clerk</p> <p>Clerk</p>

8/25(e)	<p>Neighbourhood Plan</p> <p>Cllr Spencer stated that a huge amount of time had been spent on preparing for the community engagement meetings which start the following Monday. There will be 2 events at Lee Moor Hall and the same at both Shaugh Prior Hall and at the Moorland Hotel. This will be the opportunity for parishioners to engage in the process (if they hadn't already attended any of the steering group meetings). This will determine whether or not there is the appetite from the local community to proceed with the NP process.</p> <p>Following receipt of a grant of £4775 from Groundworks, just £839 of unspent funding was returned which was a very good outcome considering that the grant was only received on the 13th Feb and had to be spent by the 31st March. No announcement has been made as yet in relation to funding availability for the current financial year but Cllr Spencer confirmed the intention to apply for more grant funding should it be made available. It was suggested that having secured funding last year, it should be easier to apply for it this year.</p> <p>Cllr Spencer asked if the Clerk could request the guidelines from WesternWeb relating to the uploading of information/documents onto the website.</p>	Clerk
33/25	<p>Local Government Reform</p> <p>The Clerk confirmed that both DCC, SHDC and DCC had now received feedback from Central Government on their draft submissions and this had been forwarded to Cllrs. An on-line update meeting with PCC had been arranged for the 16th June between 4 and 5pm which will be attended by the Clerk. A further meeting involving Chairs and Clerks of the 13 affected Parishes has also been arranged for the 16th June at Yealmpton at 7.30pm. The Clerk and Cllr Stone will be attending this meeting on behalf of the PC. Finally, a hybrid (on-line and in-person) meeting has been arranged by SHDC at Follaton House on the 18th June at 6pm. Cllr Mrs Chater confirmed that she would be able to attend this meeting on-line.</p> <p>PCC have now arranged a number of public engagement sessions for the 13 impacted parishes, where members of the public can obtain further information on their proposals and ask questions. The session for Shaugh Prior Parish will take place at Lee Moor Hall on Monday 9th June between 10am and 12pm. It was noted by several Cllrs that the timing of the event was particularly poor, with many people likely to be at work and therefore unable to attend.</p> <p>With a number of events taking place, it was agreed that the Clerk would send out a schedule of meetings to Cllrs so they are aware of what is happening and when. Cllr Mrs Burkill highlighted the need for Cllrs to share any information they come across on LGR and that we need to get to the stage of understanding the views of our parishioners on these proposals. It was noted that we could do this as part of the NP consultation events. The Clerk also highlighted the need for the PC to start thinking about what it wants to achieve from</p>	Clerk

	<p>this process (regardless of which LGR option comes forward).</p>	
81/25	<p>Planning</p> <p>The Clerk made reference to an appeal that had been lodged against an enforcement notice produced by SHDC relating to the siting of a static caravan and erection of a raised platform on land at Lee Haven, Lee Moor. The Appeal is due to be determined following the Written Representations procedure. Any representations should be submitted by the 18th June 2025.</p>	
82/25	<p>Chairs Business</p> <p>In Cllr Stone's absence, Cllr Spencer had nothing to report.</p>	
83/25	<p>Reports from Committees</p> <p>Cllr Mrs Burkill confirmed that a further meeting of the HR Sub Committee had recently taken place and this would be commented upon in Part 2.</p> <p>Cllr Mrs Burkill also mentioned that a recent application for funding submitted to the Newnham Solar Fund by the Bowling Club at Lee Moor had been withdrawn. It was highlighted that there is still a substantial amount of grant funding available which could be applied for. Both village halls at Sparkwell and Hemerdon had submitted bids for funding so there was no reason why our village halls could not do the same.</p>	
84/25	<p>Annual Return – Annual Governance Statement 2024/25</p> <p>The Clerk read out each of the statements in Section 1 of the 2024/25 AGAR (Annual Governance and Accountability Return) which relates to the Annual Governance Statement. A 'Yes' response was provided in relation to boxes 1-8 and a 'N/A' in respect of box 9. Resolved by Cllrs that the Chair sign the Annual Governance Statement for 2024/25 – proposed by Cllr Mrs Boulting and seconded by Cllr Mrs Burkill. The form was then counter-signed by the Clerk.</p>	
85/25	<p>Annual Return – Approval of Accounting Statements for 2024/25</p> <p>The Clerk gave a run down of the Annual Accounting Statement for the 2024/25 which forms Section 2 of the AGAR. It was highlighted that the figures provided reconciled with the end of year bank reconciliation which had been checked and signed-off by Cllr Mrs Burkill. The end of year closing balance was £25,937.83. Resolved by Cllrs that the Chair sign the Accounting Statements for 2024/25 – proposed by Cllr Mrs Proctor and seconded by Cllr Mrs Francis-McLeod. It was confirmed by the Clerk that as our both our income (£42,412.48) and expenditure (£28,544.48) for 2024/25 had exceeded the £25k threshold, we were required to submit the paperwork for a limited assurance review which he would do so immediately after the meeting. The exercise for public rights would commence on Monday</p>	Clerk

86/25	<p>9th June 2025 and cease on Friday 18th July 2025.</p> <p>HR Sub Committee Policy Document - Revision</p> <p>Prior to the PC meeting a revised version of the document was circulated to Cllrs following the AGM where the number of Cllrs on the HR Sub Committee increased from 3 to 5. This necessitated amendments to the document. Resolved by Cllrs to adopt the updated HR Sub Committee Policy Document – proposed by Cllr Mrs Proctor and seconded by Cllr Mrs Chater. The Clerk agreed to upload the revised document to the PC website.</p>	Clerk
87/25	<p>Correspondence</p> <p>During the past month the following correspondence had been received:-</p> <ul style="list-style-type: none"> • Various emails received from SHDC and PCC regarding LGR (which were all circulated to Cllrs). • Email from Lorraine Walsh regarding access track to Dartmoor Cottages. Whilst Cllrs were agreed that the maintenance of the tracks wasn't something that should be funded by the PC (and was a matter for the landowner to address), it was suggested that the PC could provide some guidance in respect of areas companies/organisations that could provide free or reduced cost legal support (such as Plymouth University Law Dept). • Email from Andrew Deptford of AADefib regarding a reduced price offer on defibs. • Email from David Boocock of Dartmoor NPA regarding the 'Digital Voice' switchover of telephone services and how this could be impacted upon by the removal of BT telephone boxes in rural locations where mobile phone coverage is particularly poor. • Devon Climate Change Emergency Newsletter for June 2025 (circulated to Cllrs) • Email newsletter from NALC • Email newsletter from SLCC • Email newsletter from DALC. 	Clerk/Cllr Spencer
88/25	<p>Finance</p> <p>The Clerk confirmed that on the 1st June 2025 there was the sum of £16,849.96 in the Treasurers Account which included a VAT return of £3,130.03 for 2024/25.</p> <p>It was also confirmed that as a result of all of the necessary forms having been signed at tonight's meeting, that the paperwork for the AGAR would be sent to PKF Littlejohn within the next 48 hours.</p>	Clerk
89/25	<p>Payments and Receipts</p> <p>It was agreed to make the following payments:</p> <p>£22.00 direct debit payment to EDF Energy (electricity for Wotter defib)</p>	

<p>90/25</p> <p>91/25</p>	<p>£145.20 cheque to J & MJ Widdicombe (Parish Lengthsman drainage works in May) £96.00 cheque to WesternWeb Ltd (annual renewal of webspace) £49.01 cheque to Scott Smy (reimbursement for postage, memory card and office sundries)</p> <p>Receipts Transfer of £3,130.03 from HMRC (VAT Return for 2024/25)</p> <p>Works and Maintenance</p> <p>Cllr Mrs Tyler enquired if the bench in the bus shelter at Lee Moor could be painted? The Clerk said he would raise this with James Friend (although noting that James was very busy at present and hence there could be a lengthy wait).</p> <p>Date and Place of Next Parish Council Meeting</p> <p>The next meeting of Shaugh Prior Parish Council will take place on Wednesday 2nd July 2025 at Shaugh Prior Recreation Hall starting at 7.30pm.</p> <p>The meeting closed at 9.05pm</p> <p>Signed:.....Chairman</p> <p>Date:</p>	<p>Clerk</p>
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